

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES CORPS OF CADETS
WEST POINT, NEW YORK 10996

Expires 1 June 2002

COMPETITIVE SPORTS PROGRAM

1. This circular governs the conduct of the Competitive Sports Program of the United States Corps of Cadets for the AY 01 - 02 seasons.
2. The Intramural program is a cadet-led, cadet-run program. In it we must balance safety, leadership development, the acquisition of sports skills, and fun. There are two intramural seasons. Participation is mandatory during one of the two seasons for cadets who are required to participate in intramurals. Cadets may be required to participate in more than one intramural season in order to fill their company teams. Cadets who are listed on the official DCA Club Roster as receiving an "Intramural authorization" meet baseline athletic participation requirements and are exempt from intramural participation. They can, however, opt to participate in intramurals in their "off-season."
3. The final interpretation of these rules is a function of the Master of the Sword. Any questions concerning the Competitive Sports Program or its rules are referred to the Intramural Officer and the Director of Competitive Sports through the Cadet Athletic Chain of Command.
4. All cadets involved in the supervision and administration of the Competitive Sports Program are to be thoroughly familiar with these directives and any changes or additions. They will comply with the obvious intent, as well as the letter, of the rules.
5. POC this memo is CPT Alt, Competitive Sports Office, at x2049.

(MACC-P)

O/S

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Colonel, Professor, USMA
Director, Dept. of Physical Education

DISTRIBUTION: SPECIAL

*This circular supersedes USCC Cir 28-1, 2000 - 2001.

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USMA COMPETITIVE SPORTS PROGRAM

DEVELOPING LEADERS OF CHARACTER THROUGH ATHLETICS

The Competitive Sports program is designed to meet the needs of cadets to acquire skills in individual and team sports, to develop physical fitness, to participate in healthful, vigorous recreation, and to enjoy maximum opportunities for the development of leadership qualities. Every cadet is required to participate in athletics; either corps squad, competitive club, and/or intramural programs. In order to develop skills and knowledge in a variety of sports, participation as a player in a specific intramural sport is limited to two seasons. Every intramural player must meet a specified minimum participation requirement. This requirement is designed to ensure that through competition, every cadet has the opportunity to come face to face with those situations, which have the potential to develop the attributes of a leader. In the intramural athletic program, cadets have many opportunities to administer, coach, or to play on teams.

The purpose of West Point is to develop leaders of character who serve the common defense. The ultimate test of military leadership is in combat. On the athletic field, cadets may meet some of the conditions they will face in actual combat. Because athletic activities involve many of the deepest and most powerful of human emotions, they offer opportunities for the inculcation of desirable qualities of character. Athletics provide structure to leadership development and fully support and contribute to the basic purpose and mission of the Academy. Such qualities, expressed in action, are the traits that comprise the traditional Army values – honor, integrity, moral courage, physical courage, loyalty, respect, selfless-service, and duty.

It is the duty of those cadets who coach their teams, to supervise the behavior of their players and enforce the rules of the game. Coaches should provide an environment that promotes the principles of fair play and sportsmanship. Herein lies the true worth of competitive sports at West Point where the opportunity exists for every cadet to be a participating athlete.

“Respect for Others”

Principles of Fair Play

1. One of the most important roles of competitive sports in education is the development of positive character expressions by teaching the principles of fair play.

Fair play is a way of behaving that develops from self-respect and entails:

a. Honesty, straightforwardness and a firm and dignified attitude when others do not play fairly.

b. Respect for team members

c. Respect for opponents, whether they are winning or losing, and awareness that an opponent is a necessary partner in sport, to whom one is bound by companionship in sport.

d. Respect for the officials, which is displayed through positive efforts to collaborate with them at all times.

2. Role of Intramural Coaches, Officials and CIC's

a. First class cadets, in intramural leadership roles, must understand that their primary responsibility is to develop character through the teaching of their sport by following the principles of fair play. Not merely the number of games won or lost will judge the success of coaches and teams but by the success they have in helping to develop positive expressions of character in their team members.

b. The Fair Play system will be utilized in Football, Volleyball, Pass and Go Football, Basketball, Soccer, and Rugby. (see below example) All other sports will use the win/loss record to determine Regimental standings.

Sample - Regimental Standings

PLACE	TEAM	WIN	LOSS	TIE	FAIR PLAY AVE	W/L/T POINTS	TOTAL POINTS
1	H	6	1	0	10.0	12	22.0
2	C	5	2	0	9.5	11	20.5
3	E	4	2	1	10.0	9	19.0
4	A	4	3	0	10.0	8	18.0
5	B	3	4	0	9.33	7	16.33
6	D	2	4	1	8.5	5	13.5
7	F	0	7	0	9.5	2	11.5
8	G	1	6	0	7.0	4	11.0

c. Final team ranking in each regiment is based upon a combination of Win/Loss record plus the average of their Fair Play ratings. Officials award Fair Play ratings at the conclusion of each record contest. When more than one official is involved, the officials will average their scores to determine the teams' Fair Play rating for that contest. All Fair Play scores for each team will be averaged in order to determine the team's final Fair Play score for the season.

d. Example Fair Play Assessment Form:

Fair Play Assessment

Cadet-in-Charge:

Sport:

Contest #

COMPANY	FAIRPLAY SCORE (Officials Average Scores)
A	
B	
C	
D	
E	
F	
G	
H	

FAIR PLAY RATING		
GOOD	=	10
BELOW AVERAGE	=	5 (written justification required)
UNACCEPTABLE	=	2 (written justification required)

*Each team’s final Fair Play rating for a particular game is the average of each official’s individual score. An individual official may only award scores of 2, 5, or 10. Each team of officials who officiate a particular game must be within one rating category of one another (i.e. scores of 10 and 5). If they are out of range (i.e. 2 and 10), they must discuss until they are within one category of one another. CICs are the ultimate authority on Fairplay ratings.

CRITERIA

Good (10) Striving to win and playing aggressively while consistently treating one's opponents and the officials with respect and proper civil behavior. Examples: football player makes a good hard hit, also helps opposing player up off the ground; players hand the ball to officials when the play is dead; players demonstrate self-discipline in reaction to officials' calls. **There are absolutely no (zero) instances** of anything resembling a lack of respect for the opponents, the officials, the opposing coaches, or the integrity of the game.

Below Average (5) verbally or physically taunting opponent (trash talking). Words or actions directed at officials, opposing team and/or opposing bench that demonstrates a lack of respect. Other examples include: unnecessary roughness, pushing and shoving that is above and beyond normal aggressive play, and repeated fouls.

Unacceptable (2)

Berating and belittling of the officials or opponents.

or

Fighting - punching, kicking, throwing.

or

Profanity directed at the officials, opposing players, opposing coach, or reserve players.

BANKERS TROPHY WINNERS

2000-2001

1st Regt - F1

2nd Regt - A2

3rd Regt - A3

4th Regt - A4

BRIGADE CHAMPIONS / RUNNERS-UP 2000 - 2001

SPORT	BRIGADE CHAMPION	RUNNERS-UP
Basketball	A2	A4
4/4 Volleyball	C2	C1
Boxing	E1	G3
Orienteering (Fall)	G1	G3
Cross Country	H1	G3
Pass and Go Football	D4	A3
Football	H1	D3
Rugby	H1	E4
Ultra-disc	F1	E3

REGULATIONS FOR INTRAMURAL ATHLETICS

SECTION I - GENERAL

1. Objectives. The objectives of the intramural athletic program are to ensure a wide sports experience for each cadet, to develop carry over sports skills, to instill the habit of physical activity, and to provide the opportunity for leadership development. As part of the leadership development program, cadets in the athletic chain-of-command are expected to submit all intramural requirements on time and ensure that they are properly completed.

2. Organization. Intramural athletic competition at USMA is based upon the military organization of the United States Corps of Cadets. The Corps is organized as a brigade of four regiments, each regiment is comprised of eight companies. The strength of each company is approximately 125 cadets. Of this strength an average of forty cadets normally compete in intercollegiate athletics; 16 participate in Competitive Club Teams; and seventy participate in the intramural program. One team in each sport represents each company in the Corps of Cadets each season. All cadets are required to participate in intramural athletics, subject to the provisions of Section III, Participation Requirements, USCC CIR 28-1.

3. Seasons and Sports.

FALL	WINTER	SPRING
Football	*Boxing BDE Opens	Sandhurst
Boxing	*Wrestling BDE Opens	Pass & Go Football
Basketball	*Swimming BDE Opens	Orienteering
Cross-country	*Basketball BDE Opens	Rugby
Soccer		4/4 Volleyball
*Cross-country BDE Opens		

*Cadet participation in BDE Opens is voluntary. Cadets will not receive IM credit for athletic participation for competing in BDE Opens.

a. Fall Season. The fall season consists of the Intramural sports listed above. The season starts on 20 August and ends on 8 November 2001. The Brigade Intramural Championships will be held on 5 and 6 November, with alternate dates on 7 and 8 November.

b. Winter Season. The winter season, 3 December 2001 to 1 March 2002, will be designated as protected individual physical activity time. This season will consist of protected competitive club practices for all clubs, individual cadet physical development time, remedial training (APFT, IOCT), DPE seminars, and BDE Open tournaments as noted above. Participation in Competitive Club Sport activities is not restricted exclusively to “rostered” athletes. What cadets opt to do with their time is up to them; the Department of Physical Education will ensure that adequate venues for athletic participation and physical development are offered to all cadets.

c. Spring Season. The spring season will be held from 4 March to 16 May 2002. The sports offered are as listed above. The Intramural Championships will be held on 13 and 14 May with alternate dates of 15 and 16 May 2002.

5. Competitions. Round-robin tournaments are held within each regiment in all sports. Although the number of record contests may vary, CICs and Sport Educators must devise a way to determine a Regimental Champion team. Regimental playoffs are authorized, if necessary; however, the criteria for “qualifying” for the playoff is the won-loss records combined with fairplay points. Additional tie-breaking criteria may be required (head-to-head contests, results versus common opponents, total points scored versus points allowed, etc.) and should be decided on prior to record contest number one. The input and agreement of all coaches is strongly encouraged. Regimental champions play a single elimination tournament to determine the Brigade Champion.

6. Inclement Weather Plan.

a. Intramurals will only be canceled when the severity of the weather threatens the safety of the participants or the fields might be damaged due to wet conditions.

b. Prior to 1600 hours, the Competitive Sports Office, Department of Physical Education, will announce all cancellations before the start of daily intramurals. This will be done primarily through the Sport Educators and the Cadet Athletic chain-of-command or through Central Guard Room announcements.

c. After 1600 hours, the on-site DPE Sport Educator has the authority to cancel intramurals once the cadets have arrived at the playing/practice site. Normally, lightning or significant potential for damage to a field is the only reasons to cancel intramurals.

d. In the event of lightning, the DPE Sport Educator will make the appropriate weather decision with regard to the lightning policy put out by the Athletic Trainers (See Section VIII, 6).

e. In the event of severe weather (lightning), cadets on the River Courts **will not** return to the barracks via the large metal staircase below the West Point Club.

SECTION II - ORGANIZATION AND ADMINISTRATION

1. Department of Physical Education. The Intramural Athletic Program is supervised by the Department of Physical Education. Primary staff responsibility for the program lies with the Director of Competitive Sports. Instructors from the Department of Physical Education are assigned to each intramural sport to educate, provide expertise, and ensure compliance and safety. POCs for Competitive Sports-related issues are Dr. Woodworth, Director of Competitive Sports, x2969; CPT Hart, Competitive Club Team Officer, x2049; CPT Alt, Intramural Officer, x2049.

2. Brigade Commander and the Chain of Command Responsibilities. The administration and conduct of the Intramural Program rests with the Brigade Commander and the Cadet Chain of Command. Their responsibilities include:

a. Brigade Athletic Officer. The Brigade Athletic Officer is the primary cadet responsible for the execution of the Intramural Program at the Brigade level.

b. Regimental/Battalion Athletic Officers. The Regimental and Battalion Athletic Officers are the primary individuals responsible for the Intramural Program at the regimental and battalion levels. They report to the Brigade Athletic Officer.

c. Company Athletic Officer. The Company Athletic Officer has the responsibility of organizing the company for intramural athletics and ensuring compliance with these Regulations.

d. Cadets-in-Charge. A Regimental Cadet-in-Charge will be appointed from the First Class for each intramural sport as specified on page 7. The CIC's will function under the supervision of the Regimental Athletic Officer to organize and administer the sport in compliance with these regulations.

e. Officials. Officials are assigned from the First Class as specified on page 8. Second, Third and Fourth Class may not officiate, with the exception of Rugby and Boxing (see below).

f. Coaches. **Only First Class cadets can be assigned as coaches. There is only one (1) coach per sport.** Second, Third, and Fourth Class cadets may not serve as coaches (Rugby and Boxing exceptions notwithstanding).

Exception: In the case of Intramural rugby and boxing, cadets who are on the C & D sides of the competitive club boxing or rugby teams may serve as **non-playing** assistant coaches of their company's Intramural teams. Their role is to provide expertise in rules, strategy, tactics, and conditioning. They are **ineligible to play**. Additionally, C & D side Rugby players and club boxers may serve in officiating roles with approval from the Sport Educators and team OICs. These cadets will receive IM credit for their athletic participation.

g. Team Captains. Each Intramural sport will have a cadet assigned as the Team Captain. The Team Captain will operate as the Coach's direct liaison on the "field." Decisions made on the "field" are the responsibility of the Team Captain, with Coach oversight. The Team Captain is also responsible for assisting the Coach in the administration of all practices. Team members should look to the Team Captain as the "on-field" decision-maker during competitions.

SECTION III - PARTICIPATION REQUIREMENTS

1. Baseline Requirements.

a. Corps Squad (CS). No intramural requirement for cadets listed on the Corps Squad Roster all year as a player. Non-playing managers, photographers, and/or trainers must participate in Intramurals in the off-season.

b. Competitive Club Teams (CCT) (see Appendix 2 to ANNEX A for listing). All competitive club members listed on the DCA authorized intramural authorization list are not required to participate in an intramural. Cadets may, however, opt to participate in an intramural in their off-season. **Cadets may not participate in Intramurals at the same time they are receiving an Intramural Authorization for their competitive club team.**

c. All other cadets must participate in at least one of the two intramural seasons per year.

2. Assignment to Sports.

a. A cadet must participate in at least one of the two intramural seasons as a player, coach (First Class only), official (First Class only) or Cadet-in-Charge (First Class only), except when:

(1) His or her name appears on the current Corps Squad (ODIA) or DPE Competitive Club rosters which qualifies them for an intramural authorization.

(2) Medically excused by the Surgeon.

b. Brigade, Regimental, and Battalion Staff members will participate with the company to which they were assigned as Second Class Cadets.

c. Administrative assignments of coaches, officials, and cadets-in-charge will be final prior to scheduled Intramural meetings. No changes will be made after these dates unless necessary for medical reasons and approved by the Brigade Athletic Officer and Competitive Sports Office, DPE.

d. Team rosters for all sports will be final prior to the first record contest of the season. Changes made after that date must be approved by the Brigade Athletic Officer and Competitive Sports Office, DPE.

3. Minimum Participation Requirements.

a. Daily. All team members, unless medically excused, will meet the daily participation requirements listed in the sports appendices of this circular in all areas and in playoff and championship contests. This is their place of duty. Cadets with a valid medical excuse will participate in practices within the limits of their profiles, unless they are assigned reconditioning or rehabilitation. **Every member of the team is required to**

attend all intramural practices and contests. Cadets will not be excused from IM’s to try-out for Corps Squad, Competitive Club Teams, or other extracurricular activities.

b. Coaches Participation. Intramural Coaches may not participate as a player in Intramural sports. Their role is as coach.

4. Team Strength.

a. Participation Credit. Cadets must be present at all games and practices. If, due to injury or authorized absences, a cadet does not meet this requirement, they will be credited with a season of participation in an intramural sport as long as he or she meets daily participation requirements in at least one-half of the regular season record contests. Team strength criteria are identified below **(numbers include the coach).**

SPORT	MINIMUM STRENGTH	MAXIMUM STRENGTH
FALL		
Football	17	22
Boxing	7	11
Cross-country	6	10
3x3 Basketball	5	7
5x5 Soccer	8	11
SPRING		
Pass & Go Football	9	15
Orienteering	6	9
Rugby	13	15
Sandhurst*	11	11
4/4 Volleyball	5	9

*See Memorandum of Agreement dated 15 June 98, Appendix 8 (Sandhurst) to Annex B (Sport Rules)

b. Corps Squad or DPE Competitive Club Team Participation. A cadet will receive baseline credit if carried on the official corps squad or DCA roster during one entire intramural season.

c. Sandhurst: Sandhurst receives Intramural credit as would any other Intramural sport. See Annex B (Sport Rules) for Sandhurst.

5. Extra Intramural Team Practices.

a. During the academic week, Monday through Thursday, intramural team practice is restricted to those periods scheduled for intramurals by the Department of Physical Education (1610-1830).

b. Additional practice sessions will be voluntary on the part of all team members.

c. There will be no voluntary intramural practices on the level of the Plain while intercollegiate contests are being played.

6. Intramural Coaching and CIC Assignments.

a. The following assignments are to be filled by the designated company in each regiment.

b. A first class cadet will be assigned as coach. Only one cadet will coach each sport. Second, Third and Fourth Class cadets will not be coaches. **The only exceptions are in rugby and boxing.**

c. One first class cadet will be assigned from each regiment as a **Regimental Cadet-in-Charge** for each sport according to the following schedule:

	SPORT	COMPANY
FALL	Football	H
	Boxing	G
	Soccer	F
	Basketball	E
	Cross-country	D
SPRING	Pass & Go Football	C
	Rugby	B
	Orienteering	A
	4/4 Volleyball	H
	Sandhurst	See Annex B (Sport Rules)

- d. Only First Class cadets will be assigned as **Officials** by the companies as listed (rugby and boxing underclass officials will be on a case-by-case basis):

FALL SEASON	
Football	2 per Company, except G and H – 1 each
Boxing	A, D, G, H – 1 per Company
Soccer	1 per Company
Basketball	1 per Company
Cross-country	B, C – 1 per Company
SPRING SEASON	
Rugby	1 per Company
4/4 Volleyball	1 per Company
Orienteering	E, F, G, H – 1 per Company
Pass & Go Football	1 per Company
Sandhurst	See Annex B

SECTION IV - ELIGIBILITY CRITERIA

1. General.

a. Cadets whose names appear on current in-season Corps squad rosters and competitive club team (CCT) rosters that authorize an intramural authorization will not be members of an intramural team.

b. A cadet is ineligible to participate in any intramural sport in which he or she has:

(1) Received participation credit for two (2) previous seasons in an intramural sport. Exceptions:

(a) Cadets may play a third season of an intramural sport but will not receive athletic participation credit for their participation. For example, a cadet may opt to play a third season of football, but that cadet must fulfill their athletic participation requirement by playing another sport in the other season. This supports the Competitive Sports goal of allowing for a diverse intramural experience for all intramural athletes.

(b) Cadets participating in intramural boxing.

(2) Received a letter (Major A or Minor A) for Corps Squad; or Club Patch or Competitive Club Team IM authorization.

(3) December grads are held to these restrictions.

(4) All sports are open to women except Football, Boxing, and Rugby.

c. Cadets dropped from a Corps Squad team, who meet all eligibility requirements, can join an intramural team anytime before the first record contest.

d. Corps Squad athletes may participate in the Intramural program out of season as long as they meet eligibility requirements. They must attend all practices and record contests.

e. Additional Criteria for Specific Intramural Sports are listed in the Appendix of this document under the Sports Appendices.

f. Any team found to have an ineligible player will forfeit all contests in which the ineligible player competed.

g. Any team that fails to meet the minimum team strength requirement prior to Record Contest #1 forfeits the entire season and will receive zero (0) Bankers Trophy points for that sport.

h. Teams that fall under minimum team strengths due to excessive injuries may

only add player(s) with DPE and Athletic Trainer approval. Exceptions will be made only in the interests of safety, based on the number of players and the requirements of the sport.

2. Exceptions.

a. Coach Rule: First Class cadets who are ineligible for competition in a sport are encouraged to be assigned in a non-playing status as team coach.

b. Non-playing Managers, Photographers, and/or Trainers: Service as a non-playing manager, photographer, and/or trainer of a corps squad team does **not** affect a cadet's eligibility for participation in the same intramural sport. Non-playing managers, photographers, and/or trainers **will not** receive athletic participation credit for their Corps Squad sport, in accordance with USMA Reg 350-12, Chapter 6-9.b, dated July 2000.

3. Determination of Eligibility. Company Athletic Officers will determine eligibility of participants in the intramural program in accordance with eligibility criteria outlined in section IV, USCC Cir 28-1. Any questions or requests for exceptions-to-policy will be forwarded through the cadet athletic chain-of-command to the Intramural Officer.

4. Eligibility for Brigade Open Tournaments. All cadets are eligible to compete in the Basketball, Boxing, Wrestling, Swimming and Cross-Country Brigade Open Tournaments, **except** those cadets who received a Major or Minor A (Corps Squad) in that sport (Track, Cross-country, Basketball, Swimming, Wrestling). Restrictions apply to male and female cadets alike.

SECTION V - RESPONSIBILITIES

1. The Brigade Commander and the Cadet Chain of Command

a. The Brigade Commander and the Cadet Chain of Command are responsible to the Director of Physical Education for the organization, administration, and conduct of the Intramural Athletic Program in compliance with these Regulations.

b. Cadet commanders are encouraged to submit suggestions to the Competitive Sports Office in DPE for improving the program.

c. The Brigade, Regimental, and Battalion Athletic Officers have primary staff responsibility for the organization, administration, and conduct of the Program.

2. Brigade Athletic Officer

a. Establish and disseminate necessary policies pertaining to the conduct of the Intramural Program. Execute the Intramural Program as outlined in USCC Cir 28-1, Competitive Sports Program published by the Department of Physical Education.

b. Provide direction to Regimental Athletic Officers in the performance of their duties.

c. Maintain close liaison with the Director of Competitive Sports and Intramural Officer on all aspects of the Intramural Program.

d. Conduct periodic staff meetings and AAR's with the Regimental Athletic Officers, CIC's and coaches to discuss problem areas and recommend solutions.

e. Ensure accuracy and timeliness of required reports and compliance with the provisions of these regulations, with particular emphasis on eligibility rules, participation requirements, and ensuring all IM coaches and officials have a minimum of two years experience in their sport.

f. Serve as Chairperson of the Intramural Protest Board.

g. Keep the Brigade Commander informed on the Intramural Program with specific emphasis on those problem areas that require command support.

h. Conduct briefings for Athletic Officers, Coaches, Officials and CIC's pertaining to their duties and responsibilities.

i. Submit a formal written report (AAR) to the Competitive Sports Office after each intramural season. This report should include observations, comments, and recommendations concerning that season, and one annual report concerning the overall program. It is important that these reports reflect the opinions and ideas of the Corps of Cadets.

j. Recommend approval/disapproval to the Intramural Officer on requests for changes to team rosters that are submitted after the first record contest (**these are normally approved only if dictated by injuries, necessary to ensure a cadet meets AP baseline requirements, or required to enable a company to continue to field a team with minimum strength in that sport**).

3. Assistant Brigade Athletic Officer

a. Maintain close liaison with the Director of Competitive Sports, Intramural Officer, and Competitive Club Officer on all aspects of the Competitive Sports Program.

b. Perform duties of the Brigade Athletic Officer in his/her absence.

c. Assist the Brigade Athletic Officer in administering the Intramural Program.

d. Coordinate competitive club team issues as directed by the Competitive Sports Office.

e. Organize and run special sports events, such as Brigade Opens, Staff/Faculty vs. First Class Sports Night, the Goat/Engineer Game, and the Army-Navy Flag Football Game.

f. Maintain and update an Intramural Record Board after every record contest. This should be a website that all cadets have access to.

g. Maintain and update the Absentee Report Board after every Intramural practice and/or record contest.

h. After compiling absentee data for each day of Intramurals, ensure that Regimental Athletic Officers are forwarding absentee information to Battalion Athletic Officers for appropriate disciplinary action.

i. Coordinate for all team and individual photographs and the Intramural Champion displays.

j. Submit intramural injury data to DPE Sports Medicine Office using the following format after each season (missed practices and/or record contests due to injury):

YEAR: 00-01 FROM: 28 August 00 TO: 8 November 00

FALL IM SEASON	IMCC	IMFB	IMBB	IMBX	IMUD
TOTAL NUMBER MALE PARTICIPANTS					
TOTAL NUMBER FEMALE PARTICIPANTS					
TOTAL NUMBER OF PARTICIPANTS					
TOTAL NUMBER OF PRACTICES					
TOTAL NUMBER OF RECORD CONTESTS					
TOTAL MALE ABSENCES					
TOTAL FEMALE ABSENCES					
TOTAL ABSENCES					

4. Regimental Athletic Officer

a. Organize, administer, and conduct the Regimental Intramural Program.

b. Evaluate qualifications of cadets nominated for CIC, coaching, and officiating assignments before approving. Insist on qualified cadets by virtue of **experience** and **leadership** ability for assignment to these critical positions. Monitor their performance during the season.

c. Check initial sports assignment rosters submitted by Battalion Athletic Officers for violations of eligibility rules and require assignment changes as necessary.

d. Submit via email a Result of Competition and Fairplay ratings to the Assistant BAO NLT 2300 hours the day of a record contest. **Counsel cadet coaches whose teams receive less than a good rating in Fairplay.**

e. Submit via e-mail an Accountability Report to the Assistant BAO and Company Tactical officers NLT 2300 hours the day of every intramural practice or contest.

f. After submitting the absentee reports to the Assistant Brigade Athletic Officer, ensure that the absentee report is forwarded to the Battalion Athletic Officers for appropriate disciplinary action.

g. Supervise the day-to-day operation of the Intramural Program through the Battalion Athletic Officers and Cadets-in-Charge.

g. Maintain close liaison with the Brigade Athletic Officer on all aspects of the Intramural Program. Follow the direction given by the Brigade Athletic Officer.

h. Keep the Cadet Regimental Commander informed on the Intramural Program, particularly with respect to those problem areas that require command support and emphasis.

i. At the termination of each season:

(1) Verify records of participation using the Intramural web site http://apps/dpe/intr_mgr/logon.cfm and the instructions below and in Section XI Athletic Participation.

(2) Complete all end-of-season requirements and Bankers Trophy Point (Appendix 10 to Annex A) reports and forward to the Competitive Sports Office via email and hard copy.

(3) Forward Athletic Officers' After Action Reports to the Brigade Athletic Officer with appropriate comments for inclusion in the Brigade Athletic Officer After Action Report to the Competitive Sports Office.

5. Battalion Athletic Officer

a. Serve as a liaison between the Regimental Athletic Officer and the Company Athletic Officers.

b. Evaluate qualifications of cadets nominated for CIC, coaching, and officiating assignments before approving. Insist on qualified cadets by virtue of **experience** and **leadership** ability for assignment to these critical positions. Approve assignment of officials.

c. Ensure that cadets who become medically unqualified to perform their duties are immediately replaced.

d. Check initial sports assignment rosters submitted by Company Athletic Officers for violations of eligibility rules and require assignment changes as necessary.

e. Ensure that cadets dropped from Corps Squad or Competitive Club Teams after the first record contest of the intramural season are not assigned to an intramural team.

f. Assist the Regimental Athletic Officer in the performance of duties as directed.

g. Monitor assignments and assignment changes within the battalion. The Battalion Athletic Officer, however, does not have the authority to approve changes.

h. Check and validate all company submissions prior to being forwarded to the Regimental Athletic Officer.

i. Responsible as the Athletic Supply liaison with DPE Supply room. Must check in weekly with DPE supply on the status of equipment issue within your battalion.

j. Ensure that appropriate disciplinary action is taken for all cadets absent from Intramurals for unauthorized reasons. This should be a standard form that is regenerated every Intramural day. Repeat offenders should be reported to the Competitive Sports Office and reported to the Tactical officers on a different observation report format.

6. Company Athletic Officer

a. Prior to the start of each intramural season the Company Athletic Officer will:

(1) Submit a roster (in duplicate) of company administrative and coaching assignments to the Regimental Athletic Officer (through Bn Ath Off) according to the schedule of assignments (as modified by the Regimental Athletic Officer) found in Annex B, these regulations. Cadets assigned as coaches, officials, and cadet-in-charge **must** have prior experience in the sport, either on Corps Squad (CS), CCT, or intramurals and **MUST BE FIRST CLASS CADETS**, except for Rugby and Boxing (underclass cadets in Rugby and Boxing can fill these positions). Once approved by the Regimental Athletic Officer, these assignments are firm and will not be changed. One copy of the roster will be returned to the Athletic Officer indicating approval and disapproval. (Appendix 1 to Annex A for format).

(2) Register all cadets in all positions on the intramural website http://apps/dpe/intr_mgr/logon.cfm . Each Athletic Officer is granted access each semester by the Brigade Athletic Officer. Once logged onto the site, cadets should access the “Add” rosters. Once there, CAOs can access each of the four academic year groups. Only cadets from that year group not carried on valid Corps Squad or Club Squad will be displayed. CAOs can input each cadet that has signed up for each sport by position (player, coach, cadet-in-charge, official) until the maximum team strength is reached. Cadets can access all rosters once the season starts (dates determined by the Intramural Officer). Cadets on Club or Corps Squad rosters will be verified by the Brigade Athletic Officer and Intramural Officer.

(3) Track athletic participation using the same web site. All cadets on valid Corps Squad, Club Squad and Intramural rosters will have their participation status displayed on the site.

(4) Assign all other cadets, not otherwise excused, to intramural athletic teams according to their eligibility. Assignment rosters will be posted on the company bulletin board. Initial assignment rosters need to be submitted to the Regimental Athletic Officer prior to the first record contest.

(5) Screen all participants for eligibility in accordance with section IV this manual.

b. At the conclusion of the first record contest: At the conclusion of record contest number one of each intramural season, Company Athletic Officers will input athletic participation data for all cadets assigned to their Company as stated in 6.a.2. above.

c. During the intramural season, the Athletic Officer will:

(1) Handle all protests originating within the company as directed in Section VII.

(2) Submit company entries for Brigade Open Tournaments to the respective Brigade CIC's per current directives.

d. At the conclusion of each intramural round, the Company Athletic Officer will:

(1) Verify athletic participation for the entire company using the web site (to include CS and CCT participation) and forward information to DPE Competitive Sports AP Officer, CPT Alt, x2049. Ensure each cadet and the Company Tactical Officer initials the athletic participation printout and return same to the AP Officer. **Company Athletic Officers must track each cadet's athletic participation.** Cadets not meeting minimum participation requirements must be identified and appropriately counseled. Company Athletic Officers are required to provide their Tactical Officers a copy of the athletic participation for the Company, as stated.

(2) Submit to the Regimental Athletic Officer an after action report offering constructive criticism of the Intramural Program. (See Appendix 6 to Annex A for format.)

(3) Ensure that teams, officials, and Cadets-in-Charge clean and turn in all equipment from the intramural supply room within 48 hours of the final contest for their respective team or sport.

7. Regimental Cadet-in-Charge. Cadets-in-Charge are responsible for ensuring that their respective sports are administered in compliance with these regulations. Cadets-in-

Charge work for and are directly responsible to Regimental Athletic Officer. Specifically, each Cadet-in-Charge has the following responsibilities:

a. Prior to the **first** attendance:

(1) Meet with the DPE Instructor assigned to their sport.

(2) Coordinate with the corresponding Cadet-in-Charge of the sister regiment with regard to drawing and use of vehicles, special equipment required for the sport, the breakdown of fields, court/mat space for practices and contests, and other matters as appropriate.

(3) Hold an organizational meeting with coaches and officials under his or her purview to outline policies for the administration and conduct of the sport.

b. Prior to **each** attendance:

(1) Allocate available space to teams for practices or contests.

(2) Draw from the intramural supply room any equipment required for that particular sport, such as stopwatches, portable scoreboards, etc. All equipment issued will be annotated on a hand receipt (DA Form 3122).

(3) Ensure that all transportation spotted for the sport is used and returned to the motor pool by qualified drivers who have a military driver's license in their possession.

(4) Encourage all teams to run in formation to and from the site.

c. At the playing site:

(1) Account for all officials, coaches, and players under his or her jurisdiction.

(2) Appoint a CIC of officials for accountability purposes and assign officials to contests.

(3) Ensure that contests are started promptly and that all cadets are in the correct uniform.

(4) Ensure that protests arising during contests are settled before play continues.

(5) Bring Team Record of Participation Forms to **each contest and ensure that coaches make proper entries.** Regimental CIC's will retain these forms.

d. At the conclusion of each intramural attendance:

(1) Submit regimental absentee report (Appendix 7 to Annex A) via email to Regimental Athletic Officer prior to 2000 hours.

(2) Submit a Results of Intramural Competition Report via email (Appendix 4 to Annex A) to the Regimental Athletic Officer prior to 2000 hours.

(3) Return to the intramural supply room any equipment drawn for the day of competition. Return First-Aid Kits and ice containers to the Intramural Training Room.

e. At the conclusion of the intramural season:

(1) Submit an after action report to the Regimental Athletic Officer and to the DPE instructor, offering constructive criticism pertaining to the administration and conduct of the sport. (See Appendix 6 to Annex A for format.)

(2) Assist the DPE instructor in rating each official.

8. Officials.

a. Officials will report to the playing site in proper refereeing uniform at the prescribed time.

b. Become an **authority** on the rules of the sport.

c. Conduct contests as scheduled and in accordance with prescribed rules.

d. Prior to starting contests, line up and check each team's equipment and prohibit any cadet from participating without the required protective equipment or with equipment that is not in acceptable condition.

e. In the event of a coach's protest during a game involving a rule interpretation, **immediately stop play** and contact the CIC or DPE instructor of the sport for a decision.

f. Ensure that practice and playing fields or surfaces are safe for conduct of each Intramural practice or record contest.

g. Administer Fair Play program including a half-time assessment in accordance with "Respect for Others," pages 8-11.

9. Coaches.

a. Prior to the first scheduled practice period:

(1) Complete the coaching/leadership philosophy form and turn in to the DPE Instructor.

(1) Complete coaching book.

(3) Review the IM Coaches Guidelines prior to the start of the season.

(4) Coordinate with the Company Athletic Officer on the assignment of team members. Ensure that cadets assigned to the team are eligible to participate in the sport.

(5) Draw team equipment from the Intramural Supply Room.

(6) Read and understand all regulations pertaining to the sport.

b. During the Season:

(1) Ensure that all cadets on team adhere to the principles of fair play and sportsmanship. **Coaches are responsible for the behavior of their players.**

(2) Organize, teach, and condition team.

(3) Ensure proper maintenance and use of all uniform items and equipment.

(4) Drop or add squad members only with the concurrence of the Brigade Athletic Officer (all changes must be briefed and accepted by the Competitive Sports Office before final).

(5) Submit legitimate protests not handled on site as directed in Section VII.

(6) Ensure that cadets who are medically excused from intramurals **do not violate profiles** in practices or contests.

c. At each intramural attendance:

(1) Hold formations at designated site; comply with all movement instructions and report all absentees to the CIC.

(2) Ensure that each team member is wearing the prescribed uniform and safety equipment.

(3) Conduct a warm-up period for at least five (5) minutes for the entire team.

(4) Prescribe a practice activity for those team members not competing (Boxing and Wrestling).

(5) Ensure that mouthpieces are worn at all times during contact conditions in Boxing, Football, and Rugby.

(6) Ensure that all injuries sustained during games and practices are referred to the DPE trainer for evaluation and treatment.

(7) Following each contest, make appropriate entries on the participation form in accordance with instructions contained in Appendix 3 to Annex A. Coaches are responsible for ensuring that all team members meet the minimum daily participation requirement for the sport, as specified in Section III. Failure of a coach to do so, for reasons other than injuries incurred during the contest, will be grounds for protest. Approved protests will result in forfeiture of the contest.

(8) Ensure that truck drivers are aware of, and comply with, the provisions of regulations regarding the use of government vehicles.

d. At the conclusion of the season, each coach is responsible for the following:

(1) Ensuring each player receives credit for his or her participation.

(2) Collect and return all team equipment to the Intramural Supply Room within 48 hours of the team's final contest of the season(see 1e. below). All items of equipment, except jerseys, rugby shorts, and football trousers, must be properly cleaned prior to turn-in.

(3) Submit appropriate comments and recommendations to the Company Athletic Officer for inclusion in the after action report to the Regimental Athletic Officer.

e. Intramural Supply Accountability Procedures

(1) Company Coaches are the only cadets authorized to request, receive, and turn-in DPE intramural equipment.

(2) Company Coaches will not be allowed to make a partial turn-in. The coach must have 100% of the equipment present at turn-in or have a check(s) to pay for items lost.

NOTE: Proper use of the sub-hand receipt forms issued with the DPE equipment will assist a coach in determining who is responsible for the lost equipment and reimbursement.

(3) 100% of all equipment issued for a specific round of intramurals must be turned-in prior to the next round's intramural equipment issue.

(a) The entire intramural equipment issue may be delayed due to the quantity of equipment not turned-in from the previous round.

(b) Individual Companies will have their DPE Supply Accounts frozen and not be allowed to draw equipment if they have not cleared their respective team hand receipts from the previous season.

(4) Coaches, Officials, and CIC's must turn-in individual shirts, whistles, etc. at the completion of the round regardless of their individual position in the next round.

10. Team Captains.

a. Each Intramural sport will have a cadet assigned as the Team Captain.

b. Team Captains will assist the Coach in all matters, with special emphasis on the development of skills-oriented drills and conditioning.

c. In the Coach's absence the Team Captain will assume the duties and responsibilities of the Coach.

d. The Team Captain will operate as the Coach's direct liaison on the "field." Decisions made on the "field" are the responsibility of the Team Captain, with Coach oversight. Team members should look to the Team Captain as the "on-field" decision-maker during competitions.

e. The Team Captain is also responsible for assisting the Coach in the administration of all practices.

f. The Team Captain, as well as the Coach, is responsible for the conduct of the Team during practices and Record Contests. Team Captains will ensure that all Team members abide by the principles of Fairplay.

g. The Team Captain will not be formally evaluated for Military Development purposes, but will receive an Observation Report from the DPE Sport Educators.

11. Duties of the Sport Educator:

a. Sports manual: The DPE Sport Educator assigned to each sport will be responsible for the revision of their respective sports manual prior to the publication suspense established by the Competitive Sports Office. Manuals will be reviewed following each season and changes for the next year annotated and submitted no later than one month following the close of the season. Final revisions will be made two months prior to the start of the intramural season.

b. Daily Administration: The Sport Educator is responsible for the daily supervision of the intramural sport to which he/she is assigned. Ensure that cadet CIC's carry out their duties and provide guidance and direction as necessary.

c. Protest Resolution: The DPE Sport Educator makes the final decision on any protest during the execution of intramural sports that cannot be successfully resolved by the cadet chain of command.

d. Daily After Action Reviews: The Sport Educator will conduct after action reviews daily with cadet CIC's and officials. Feedback will be provided on their performance, the execution of the day's events and changes necessary prior to the next record contest. All record contests that resulted in less than ten Fairplay points for one or more of the teams will be discussed.

e. Inspection of Coaching Plans: Sport Educators will inspect coach's plans prior to the start of record contests. The Sport Educator will provide feedback on ways to improve the plan and ensure that the plan complies with the Competitive Sports programs goals.

Intramural Coaching & Leadership Philosophy
([HTTP://www-internal.dpe.usma.edu](http://www-internal.dpe.usma.edu))

Name: _____

Intramural Sport: _____

Company: _____

DPE Instructor: _____

Describe your Coaching/Leadership Philosophy for this Intramural Season:

Describe, in detail, your specific coaching goals & objectives:

How are you going to determine if you reached your goals and objectives for the season? List and describe several assessment strategies.

Intramural Coach's Daily Practice/Game Plan
([HTTP://www-internal.dpe.usma.edu](http://www-internal.dpe.usma.edu))

Assess your team's last practice/game. What do you need to work on?

Today's practice/game objectives:

Activities and strategies to achieve your objectives:

Warm-up/stretching phase (list activities):

What previously taught skills do you need to review?

What new skills/tactics or strategies you plan to teach your players?

Conditioning plan (following the FITT principle):

Cool down phase (list activities):

Intramural Coaching Guidelines

Develop a Coaching Philosophy	<ol style="list-style-type: none"> 1. guidelines for your actions 2. your coaching objectives: <ul style="list-style-type: none"> - fun and/or satisfaction - player/team development - do best to win 3. general - athletes first, winning second 4. Intramural Objectives: <ul style="list-style-type: none"> - wide sports experience for each cadet - develop carry over sports skills - instill physical activity habit - provide opportunity for leadership development 5. your coaching style <ul style="list-style-type: none"> - command – direct leadership - cooperation – indirect leadership 6. Fairplay: <ul style="list-style-type: none"> - knowing the right thing to do - doing the right thing - apply the bedrock values; honor & respect for others 7. review roles: <ul style="list-style-type: none"> - role of the coach - role of the official
Communicate and Motivate	<ol style="list-style-type: none"> 1. Communication – verbal and non-verbal <ul style="list-style-type: none"> - be credible - use a positive approach - tell what to do - be consistent - speak clearly and listen to everyone - resolving conflict 2. Reinforce <ul style="list-style-type: none"> - performance and effort (not just outcome) - emotional/social/techniques of the sport - undesired behavior; use extinction or consequences - focus on success
Teaching Your Sport	<ol style="list-style-type: none"> 1. plan – organize yourself & your team 2. teaching: <ul style="list-style-type: none"> - introduce skills - demonstrate/explain skills/tactics - practice skills (learn by doing) - give feedback (reinforce correct things/give information on mistakes) 3. focus on fundamentals <ul style="list-style-type: none"> - select the most important fundamental in your sport - develop a plan to improve your team in that area 4. develop individual and team tactics <ul style="list-style-type: none"> - individual tactics for the sport - style of play (e.g. fast/slow) - team offense and special situation plays (start game/end of period/out-of-bounds) - team defense and special situations - transition – offense to defense and defense to offense 5. team focus - get your team to: <ul style="list-style-type: none"> - play hard – must be an assumption - play smart – with reason and intelligence - play together - unselfishly, team first 6. conditioning <ul style="list-style-type: none"> - select conditioning drills - follow FITT principle

SECTION VI - ACCOUNTABILITY

Attendance at Intramurals is mandatory - This is a cadet's **PLACE OF DUTY**.

1. Procedure.

a. Intramurals can only be canceled by the Competitive Sports Office, DPE.

b. Team formation. Teams will form at the site and time designated. Fall and Spring season teams will form in the company areas for accountability and then run in formation to their playing site. Winter teams will form at the playing site for accountability.

c. Cadet Coach. At the formation site, the coach will take roll call and list all absentees and late arrivals, regardless of reason or authorization and submit the list to the CIC.

d. Cadets-in-Charge. CIC's and officials will be excused from intramural formation in order to carry out their assigned duties. The CIC will receive absentees from company coaches and submit them via email on the regimental absentee report IAW Appendix 7 to Annex A to the Regimental Athletic Officer. **Absent officials will also be reported on the regimental absentee report.**

e. Battalion Athletic Officer. Observe reports of absence and forward to company chain of command and Tactical Officers within that battalion NLT 0715 the following day. A standard observation report should be used for all unauthorized absences. Repeat offenders should be tracked on a separate form and reported as such to the chain-of-command.

f. Regimental Athletic Officer. The Regimental Athletic Officer will forward the regimental absentee reports for each sport to the Assistant Brigade Athletic Officer NLT 2000 the day of the practice(s)/ record contest(s).

f. Cadets on Reconditioning.

(1) Intramural reconditioning is held Monday through Thursday during each intramural season for cadets having scheduled intramural attendance. Unless specifically excused from reconditioning by a medical doctor or DPE trainer, cadets assigned to intramurals, who are medically excused from participating or have been in the hospital for five (5) or more consecutive days, will proceed directly to the training room to arrive not later than 1610 hours in Gym A. Cadets will sign in and out and report to a DPE Athletic Trainer when entering and leaving the reconditioning room.

(2) Exceptions:

(a) Cadets who have attended reconditioning in lieu of scheduled class instruction in Physical Education are not required to return during the intramural period on the same day.

(b) Coaches, Cadets-in-Charge, and intramural officials are exempt from the reconditioning requirement during the intramural period to perform their respective intramural duties.

(c) Medically excused cadets **will not** make appointments for physical therapy at the hospital during scheduled intramural periods.

(d) Medically excused cadets, except as noted in paragraph i.e.(2) above, will not participate in intramurals during the time of their excuse.

2. Additional Instruction.

a. Cadets will schedule academic additional instruction (AI) around their intramural schedule. Cadets who have intramurals at 1700 hrs. should schedule AI at 1600 hrs, etc. Intramurals takes precedence over academic AI.

b. Officials and CIC's will not schedule AI in conflict with their intramural duties.

3. Unauthorized Absences:

a. Cadets may not miss Intramural practices or Record Contests for Tactical Officer appointments, doctor/dentist appointments, extracurricular activities.

SECTION VII - PROTESTS

1. Categories. Intramural protests fall into three categories: those involving an official's or a competitor's interpretation of the rules of the sport; those involving the use of ineligible players in a contest; and those involving failure to comply with daily minimum participation requirements. **Judgment calls by officials and Fairplay ratings are not subject to protest.** Bottom Line: all protests should, when possible, be resolved immediately, prior to resumption of play. Cadets are responsible for determining the outcome of any protest, pending Sport Educator approval.

a. Rules interpretation.

(1) Protests involving rules interpretation will be resolved by conference with the two-team coaches, official, and the DPE instructor/CIC of the sport before play is allowed to **continue**.

(2) It is the **coach's responsibility to call for a halt in play** if he or she feels an official's decision is based on an erroneous interpretation of the rules. Failure of the coach to do so before play continues will result in forfeiture of the coach's right to protest the decision in question.

(3) It is the official's duty to clarify the interpretation by referring to a rulebook or by discussing the situation with the CIC for a decision. The CIC should refer the situation to the intramural instructor only if he/she is unclear of the rules interpretation. The CIC and/or the intramural monitor's interpretation shall be final! Refusal of the official to seek clarification could be grounds for formal written protest by the offended coach.

(4) In Cross-Country, if a disagreement involving rules interpretation occurs, it is the responsibility of the protesting coach to present the situation to the CIC and DPE instructor for a ruling **before play continues**. Failure to do so will result in forfeiture of the right to protest the play in question.

b. Playing of ineligible players.

(1) **A team playing an ineligible cadet, as defined in Section IV, shall forfeit all contests or events in which this offense was committed**, excepting the situation described in paragraph (2) below.

(2) **Coaches will not intentionally permit an opposing team to play an ineligible player**. Therefore, no protest involving the use of ineligible players will be honored when the offended coach had knowledge of the ineligibility prior to the beginning of the contest and failed to bring this fact to the attention of the opposing coach.

(3) Agreements between opposing coaches permitting play of ineligible players, or non-participation of eligible players, are invalid and prohibited. **Should such agreements be made, both teams will be given a loss.** Coaches

making such an arrangement will be recommended for disciplinary action for dereliction of duty.

c. Failure to comply with minimum daily participation.

(1) It is the coach's responsibility to ensure that all team members present for a contest meet minimum participation requirements unless injuries during the contest prevent them from doing so.

(2) Failure of a coach to fulfill this responsibility will result in forfeiture of the contest.

2. Brigade Commander's Action in Absence of an Official Protest. In the absence of an official protest, where knowledge of a violation of eligibility or minimum participation rules exists, the Brigade Athletic Officer will investigate the circumstances and refer the incident to the Brigade Commander for action when appropriate.

3. Submission of Protests. All protests (except those decided on the field of play) will be submitted by the coach to the Company Athletic Officer for forwarding to the Brigade Commander through the COC **within twenty-four (24) hours** of the contest. Failure to do so shall result in forfeiture of the right to protest, except in the case of eligibility protests in which the facts are not discovered until later. Protests will be prepared in duplicate IAW the format in Appendix 5 to Annex A.

4. Protest Board Action.

a. All protest boards will be chaired by the Brigade Athletic Officer.

b. Each board will consist of three members: the Brigade Athletic Officer, a Regimental Athletic Officer (RAO), and a CIC of the sport in question (appointed by the RAO from the RAOs regiment). Protests received from one regiment will be assigned to a board from another regiment.

c. Boards will receive input from all coaches, officials, players, CIC's, and DPE instructors as deemed necessary to reach a decision.

d. A Majority vote by the members of the board will be sufficient to make a ruling on the protest. Rulings will not be disclosed at the time of the board.

e. All boards will submit their reports to the Brigade Commander through the Brigade Athletic Officer for review. All parties concerned will be informed of the decision, in writing, following the decision of the Brigade Commander.

f. The Director of Competitive Sports will review the final decision to ensure that it is in accordance with DPE policy.

SECTION VIII - SAFETY

1. General. The Department of Physical Education requires daily reports on injuries in intramurals. Immediate reports are rendered on the field, and further daily checks on hospital treatment records are made by the DPE Training Room Staff.
2. Clearance of Previous Injuries.
 - a. Prior to competing in Boxing , Football, Rugby, and Wrestling, to include all contact practices, cadets will complete an injury screening form (Appendix 8 to Annex A) and be cleared by the DPE trainers.
 - b. Cadets participating in the preceding sports who sustain head, shoulder, or knee injuries during the season must be seen and cleared by the DPE Trainer prior to resuming participation in the sport.
3. Injury Prevention and Care. Section V, paragraph 9, of these Regulations outlines the specific safety responsibilities of each team coach. The sports appendices in Annex B list additional safety requirements applicable to the specific sports.
4. Intramural Sick Call. Sick call is held each intramural day for cadets incurring injuries at intramurals. Cadets will attend only on the day injured. Any cadet desiring to attend will inform his or her coach and the cadet-in-charge of the sport before leaving the area of activity and will report to the DPE Training Room.
5. Reconditioning. Cadets medically excused from intramurals attend reconditioning in lieu of intramurals. The reconditioning program is designed to rehabilitate the injured cadet for return to normal duty as quickly as possible.
6. Lightning Policy.
 - a. No outdoor activities will be initiated when thunder and/or lightning is present.
 - b. If thunder and lightning occurs once activities have started utilize the “flash-to-bang” method for determining the distance of lightning. Count the number of seconds between seeing the lightning and hearing the clap of thunder. Divide this number by five to determine how far away the lightning is occurring in miles. The storm’s distance and your location will determine when there is a need for evacuation to a safe shelter. Please refer to the table under #8 for more specific information.
 - c. A safe shelter is defined as a sturdy building that has metal plumbing or wiring, or both, to electrically ground the structure. A shed or a shack is not a safe shelter.
 - d. If there is not a safe shelter within a reasonable distance (orienteering or cross-country), crouch in a thick grove of small trees surrounded by taller trees or in a dry ditch. Crouching with only your feet touching the ground and keeping your feet close together, wrap your arms around your knees and lower your head to minimize your body’s surface area. Do not lie flat.

e. Stay away from tall or individual trees, lone objects (flag poles), metal objects, standing pools of water, and open fields.

f. Allow 30 minutes to pass after the last sound of thunder or sight of lightning before resuming any outdoor activities, **INCLUDING WALKING FROM THE SAFE SHELTER BACK TO THE BARRACKS.**

g. The following on site personnel will be responsible for making decisions regarding evacuation due to lightning:

- 1) DPE Athletic Trainer
- 2) DPE Sport Educator
- 3) CIC
- 4) Referees
- 5) Coaches

h. The following table describes the evacuation procedures for the intramural fields:

Buffalo Soldier Field Cross Country Orienteering River Courts	All cadets should be evacuated to the barracks at the first sign of thunder and/or lightning. In the event of a fast moving storm when there is not time to reach the barracks cadets should move to the closest safe shelter.
North Athletic Field Target Hill Field	When the flash-to-bang count is 30 seconds (6 miles) cadets should be evacuated to Gillis Field House
Central Areas Daly Field Library Courts	When the flash-to-bang count is 30 seconds (6 miles) cadets should be evacuated to the barracks.

SECTION IX - AWARDS

1. Unit Awards.

a. The Bankers Association of New York Trophy. The "Bankers Trophy" is inscribed annually with the designation of the Cadet Company ranking first in each regiment in intramurals. A Bankers Trophy Plaque is awarded annually to the Cadet Company ranking first in each regiment for the Academic year. The award was first presented in 1924. The Bankers Trophy Point System is described in Section X.

b. The Palmer E. Pierce Football Trophy. A silver cup, originally presented to General Palmer E. Pierce, USMA 1891, by the National Collegiate Athletic Association in recognition for his service to the Association, was bequeathed by him to the Army Athletic Association to be awarded annually to the Brigade Intramural Football Champions. This trophy was first presented in 1943.

c. The Arthur H. Truxes Memorial Trophy. Established in 1951 by Captain Gerald D. Hall, USMA 1944, in memory of Captain Arthur H. Truxes, Jr., who died in battle in Korea in 1950. The trophy is a silver cup awarded annually to the company winning the Brigade Championship in Intramural Cross-Country.

d. The George Alexander Campbell Memorial Trophy. Established in 1949 by the Class of 1951 in memory of their classmate, George Campbell who died during Yearling summer camp. The trophy is a silver cup awarded annually to the company winning the Brigade Championship in winter Intramural Basketball.

e. Brigade Championship Plaques. Plaques are awarded to the Brigade Championship teams in each sport at the conclusion of each season. Plaques remain in the possession of the company.

2. Individual Awards.

a. Monograms. Intramural monograms are awarded at the conclusion of each intramural season to squad members and coaches of Brigade Championship teams and to cadets who establish new academy intramural records in individual sports. Team members who have not met minimum season participation requirements **are not** eligible for a monogram.

b. Commemorative Coins are presented to all team members and coaches of Brigade Championship teams.

b. Annual Most Valuable Intramural Athlete. An engraved desk set is awarded to the cadet in each company selected by his/her peers as the Most Valuable Intramural Athlete performer during the entire academic year.

c. The David Marcus Memorial Award. A silver tray presented in the name of

the Colonel David Marcus Memorial Foundation, Inc., as a memorial to Colonel David Marcus, USMA 1924, to the outstanding boxer in the graduating class. This award was first presented in 1949.

d. Individual Tournament Awards. Awards are presented to the winners of individual athletic/sports tournaments conducted by the Department of Physical Education during the academic year.

e. Golden Whistle Award. The Golden Whistle Award is awarded to the official deemed the best in each of the two regiments (1 & 2 and 3 & 4) for each sport. Regimental CIC's will informally poll coaches and consult with officials to determine the winner. CIC's and Sport Educators will make final determination. An engraved plaque is awarded to each winner.

SECTION X - BANKERS TROPHY POINT SYSTEM

1. Determining Company Standings. A Company's final team rank in each regiment is based on a combination of Win/Loss record **plus** the average of their Fair Play ratings. The company with the highest number of points will be the Regimental Champion in that sport. In the event of a tie for first place, the team who won in head to head competition during the regular season is the regimental champion. A Regimental playoff will be held in the event of a true tie. In the event that Regimental playoffs are held, the winner is the Regimental Champion.

2. Determining Brigade Championships. Brigade Championships will be determined by a single elimination playoff among the Regimental Champions. In the event of a tie, the contest will be resolved as prescribed in the rules of the sport.

3. Bankers Trophy Point Distribution.

a. Bankers Trophy points are equal among all sports.

b. The point distribution for the Bankers Trophy for each regiment is as follows: 1st Place – 100; 2nd Place – 80; 3rd Place – 70; 4th Place – 60; 5th Place – 50; 6th Place – 40; 7th Place – 30; 8th Place – 10.

c. In cases of ties in team standings (except ties for first place) the Bankers Trophy Points involved will be combined and distributed equally among the tied teams. **Example: Companies A, B, and C tied for 4th place in football. Add 4th, 5th, and 6th place BTPs: 60+50+40=150; Divide by 3, 150/3 = 50. Teams A, B, and C each receive 50 BTPs.**

d. The Brigade and Regimental Athletic Officers submit the BTP report at the end of each intramural season per the format at Appendix 10 to Annex A.

SECTION XI. ATHLETIC PARTICIPATION

1. **Purpose.** The purpose of Athletic Participation (AP) is to ensure all cadets are meeting the baseline requirements of participation in sports and physical activity.
2. **Scoring.** Cadets meeting baseline requirements will receive all twenty-five (25) percentage points for AP towards their Physical Program Score Yearly (PPSY). All four classes receive the same amount of AP points towards the PPSY. The rest of the PPSY is tabulated by their Physical Education Grade (PEG) and Testing (APFT), when applicable. The breakdown per class is shown below.

1st / 2nd Class – 50% PEG + 25% Testing (2 APFT's) + 25% AP

3rd / 4th Class – 75% PEG + 25% AP

3. **Baseline requirements for AP in Competitive Sports**

a. **Corps Squad** athletes must be on a roster approved by ODIA for the entire academic year. If a cadet is cut from a team or ends his or her participation, that cadet must meet the baseline requirements through participation in Competitive Clubs or Intramurals. Non-playing managers, photographers, and/or trainers **must** participate in Intramurals in the off-season, in accordance with USMA Reg 350-12, Ch. 6-9.b.

b. **Competitive Club** athletes must be on a roster approved by DCA and be receiving “Intramural Authorizations.” If the cadet is not on an approved roster, even though he or she participated in the practices, that cadet must participate in one round of intramurals.

c. **Intramural** athletes must participate in at least one round of intramurals. Participation in a second round of intramurals is voluntary.

d. Participation in any of the Brigade Open tournaments is voluntary and will not result in any athletic participation credit. Participation is in accordance with the eligibility requirements of each sport.

e. Injuries sustained prior to or during intramurals that prevent a cadet from successfully completing his or her intramural requirement will receive credit for intramural participation. However, if injured cadets are medically cleared for intramural participation in the next intramural round, they must participate in an intramural.

*Not fulfilling a BASELINE REQUIREMENT will result in an **automatic grade of “F”** with zero percentage points of the 25% towards the PPSY.

ANNEX A (Reports) to USCC Circular 28-1, Intramural Athletic Program

This ANNEX provides the information for the preparation and submission of reports required relative to the Intramural Program.

Appendices:

1. Roster of Intramural CIC's, Coaches, and Officials
2. Athletic Participation Input and Verification
3. Team Record of Participation Forms
4. Results of Intramural Competition/Fair Play
5. Protest
6. After Action Report
7. Regimental Absentee Report
8. Intramural Injury Screening and Injury Report
9. Athletic Participation Record Report
10. Bankers Trophy Point Report

Appendix 1 (Roster of Intramural Administrative and Coaching Assignments) to ANNEX A (Reports)

ROSTER OF INTRAMURAL ADMINISTRATIVE AND COACHING AND OFFICIATING ASSIGNMENTS

1. Prepared by. Company Athletic Officer

2. Preparation Instructions. Register all cadets in all positions on the intramural website http://apps/dpe/intr_mgr/logon.cfm . Each Athletic Officer is granted access each semester by the Brigade Athletic Officer. Once logged onto the site, cadets should access the “Add” rosters. Once there, CAOs can access each of the four academic year groups. Only cadets from that year group not carried on valid Corps Squad or Club Squad will be displayed. CAOs can input each cadet that has signed up for each sport by position (player, coach, cadet-in-charge, official) until the maximum team strength is reached. Cadets can access all rosters once the season starts (dates determined by the Intramural Officer). Cadets on Club or Corps Squad rosters will be verified by the Brigade Athletic Officer and Intramural Officer. See Appendix 1 Annex A (Reports).

a. Minimum experience requirements are as follows:

CIC’s, Coaches, and Officials must have two years experience in the Intramural or Competitive Club/Corps Squad experience in the sport or have lettered in the sport in High School.

b. Experience information will be taken from the DPE history disks for each cadet company.

c. ONLY FIRST CLASS CADETS MAY BE ASSIGNED AS COACHES, CIC’s, OR OFFICIALS. THERE IS ONLY ONE COACH PER SPORT, with the exceptions of Rugby and Boxing.

4. Submission: Due as directed by the Competitive Sports Office, DPE. See Section V, paragraph 6.a.(1). Must be turned in through the Brigade Athletic Officer to the Intramural Officer prior to the CIC, Coaches and Officials meeting each season.

5. Responsible Agency: Brigade Athletic Officer is responsible to develop these forms IAW example in Figure 1 and ensure that they are screened prior to the submission to the Intramural Officer.

Appendix 2 (Athletic Participation Input and Verification) to ANNEX A (Reports)

ATHLETIC PARTICIPATION INPUT AND VERIFICATION

1. Prepared by: Company Athletic Officer
2. Submit through DPE website, http://apps/dpe/intr_mgr/logon.cfm

PRIVACY ACT DATA - FOR OFFICIAL USE ONLY

2001 - SPRING

Settings

Cadet Search

Enter Cadet SSN

Last Name

By Company/Regt:

Main

2001-SPRING

3 Records

NAME	CO	CLASS	ACTVTY	POSITION	ACTION
SMASHLEY, WILL	D1	2002		PLAYER	<input type="button" value="ADD"/>
WILSON, ROBERT	D1	2002		COACH	<input type="button" value="ADD"/>
JOHNSON, HEIDI	D1	2002		OFFICIAL	<input type="button" value="ADD"/>

Appendix 3 (Team Record of Participation Forms, USMA Form 2-447a) to ANNEX A (Reports)

TEAM RECORD OF PARTICIPATION - INTRAMURAL RECORD CONTESTS

1. Prepared by: Athletic Officers/CIC
2. Number Required: Two (2) the day of the first record contest and one (1) immediately following the final record contest.
3. Preparation Instructions: Forms can be in hard copy or electronic form. If maintained electronically, the A/BAO is responsible for maintaining a current Intramural web site with updated results as per this appendix. Results should be posted and updated regularly, and all cadets should have access to this site. Additionally, any faculty and/or staff member should be able to stay abreast of intramural results on this site. For hard copy example, see Figure 3.
 - a. The Company Athletic Officer and Coach are responsible for:
 - (1) Neatly printing in the name of the sport, company, and players (in the participation section) for each company team. **Names will be listed alphabetically in class order.**
 - (2) Ensure all cadets assigned to a given sport are eligible.
 - b. The Regimental Athletic Officer is responsible for:
 - (1) Collecting and submitting all company team participation forms to the Brigade Athletic Officer NLT 1200 the day after the first record contest and 1200 the day following the last record contest.
 - (2) Forwarding to the Brigade Athletic Officer all requests for additions and/or deletions submitted after the first record contest.
 - c. The Brigade Athletic Officer is responsible for:
 - (1) Collecting and submitting all company team participation forms to the DPE Intramural Officer NLT 1600 the day of the first record contest and one-day following the last Brigade Championship game.
 - (2) Approving/disapproving all requests for additions and/or deletions submitted after the first record contest.
 - (3) Ensuring that all CIC's have and maintain these forms prior to the first record contest. BAO must spot check throughout the season.

d. The CIC is responsible for:

(1) Ensuring coaches complete the team participation forms immediately following each record contest.

(2) Maintaining the team participation forms in his/her possession.
COACHES DO NOT KEEP THESE FORMS.

(3) Lining through the names of any cadets dropped from the team prior to meeting minimum season participation requirements and indicating their new status.

(4) At the end of the season, ensuring that all team record of participation forms are completely and properly filled out prior to the forms being forwarded to the Regimental Athletic Officer.

e. The Company Athletic Officer and Coach are responsible for:

(1) Following instructions on the back of the form and making prompt entries indicating participation of team members in all record contests, including playoffs and championships.

(2) Initialing at the bottom of the column for each contest to verify that the entries made for that contest are correct.

(3) At the end of the season, secure the initials of all team members on the Record of Participation Form.

(4) Submit through DPE website, http://apps/dpe/intr_mgr/logon.cfm

4. Submission:

a. Initially, due to the intramural office NLT 1200 the day after the first record contest.

b. At the end of the season Regimental CICs will submit completed forms to the Regimental Athletic Officer the first duty day after the last record contest.

c. Regimental Athletic Officer will submit to Brigade Athletic Officer NLT two duty days after the last brigade championship of an intramural season.

Appendix 4 (Results of Intramural Competition) to ANNEX-A (Reports)

RESULTS OF INTRAMURAL COMPETITION

1. Prepared by: Regimental Athletic Officer/Cadet-in-Charge
2. Number of Copies Required: One (1)
3. Preparation Instructions:
 - a. Include following data in format at Figure 4: Regiment, sport, date of competition, record contest number, competing companies across from one another (winning company first), standing to date, and CIC/Athletic Officer signature block. Results can be tracked in hard copy, electronically (on a web site), or both.
 - b. "Standings to Date" will be according to regimental place standing. First place team will be listed first, etc.
4. Submission. CIC's for each sport will submit the Results of Intramural Competition to Regimental Athletic Officers via email. Regimental Athletic Officers will submit the compiled reports for each sport to the intramural officer NLT 0715 the following day.

FIGURE 4a.

RESULTS OF INTRAMURAL COMPETITIONRegiment: 1st

Sport: Rugby

Date: 23 April 00

Record Contest: 5

CO	SCORE	FAIRPLAY	COMPANY	SCORE	FAIRPLAY
H	35	10	A	0	10
C	16	10	B	12	10
E	36	10	D	14	10
G	32	10	F	10	5

*F Company used excessive foul language and overly aggressive behavior despite being warned on several occasions.

STANDING TO DATE

PLACE	CO	W/L/T	FP AVG	W/L/T POINTS	TOTAL POINTS
1	C	5/0/0	10	12	22
2	H	5/0/0	9	12	21
3	E	3/1/1	10	9	19
4	G	3/2/0	9	8	17
5	A	2/2/1	9	7	16
6	B	1/4/0	8.4	5	13.4
7	D	0/5/0	10	4	14
8	F	0/5/0	7	2	9

JOHN B. SMITH
 CDT LT, 00
 1st REG RUGBY CIC

Appendix 5 (Protest) to Annex A (Reports)

PROTEST

1. Prepared by: Coach initiating protest
2. Number of Copies Required: Two (2)
3. Preparation Instructions: Protests can be filed electronically or in hard copy. Hard copy is preferred. See example, Figure 5.
4. Submission: See Sec. VII, para. 3.

FIGURE 5.

COMPANY A, 2ND REGIMENT
UNITED STATES CORPS OF CADETS
WEST POINT, NEW YORK 10997

SUBJECT: Intramural Protest

THRU: Company Athletic Officer
Battalion Athletic Officer
Regimental Athletic Officer

TO: Brigade Athletic Officer
United States Corps of Cadets
West Point, New York 10997

1. Sport: Basketball
2. Results of Contest: A2 - 36, C2 - 43
3. Date of Contest: 1 Nov 00
4. Nature of Protest: During the game, I noted that CDT Michael Smith, number 23, did not play the required amount of time. I confirmed this fact with the CIC and coach of Company C2. I, therefore, protest the game on the grounds that the C2 coach had ample opportunity but failed to play CDT Smith for the minimum time required.

(signature)
ROBERT L. SMITH
CDT LT, 00
Company A2 Coach

Appendix 6 (After Action Report) to ANNEX A (Reports)

AFTER ACTION REPORT

1. Prepared by: Athletic Officers/CIC/Coaches
2. Number of Copies Required: One (1)
3. Preparation Instructions: See example, Figure 6.
4. Submission: Due two days after the sport brigade championship. See Sec. V 2.i.; Sec. 4.1.(3); Sec. V 6.d.(2); Sec. V 7.e.(1).

FIGURE 6. JOB TITLE: _____ SPORT: _____

 COMPANY _____ , _____ REGIMENT
 UNITED STATES CORPS OF CADETS
 West Point, New York

SUBJECT: After Action Report, _____ Intramural Season

1. Administration of the Program: (List any areas in which program administration was weak or difficult to accomplish.)

a.

b.

2. Regulations for Intramural Athletics: (List those regulations which were difficult to interpret or impractical. Also list any areas which are not covered by regulations, but should be for clarification and uniformity within the Corps.)

a.

b.

3. Problems encountered in specific Sports: (List any problems with regard to the administration of specific sports.)

a.

b.

4. Coaching Clinics: List constructive criticisms of the clinics conducted for each sport (address content, time allocation, and methods of instruction.)

a.

b.

5. Facilities/Equipment: List comments regarding substandard areas and equipment.

a.

6. General Recommendations:

_____ CO _____

Appendix 7 (Regimental Absentee Report) to ANNEX A (Reports)

REGIMENTAL ABSENTEE REPORT

1. Prepared by: Regimental Athletic Officer/CIC
3. Number of Copies Required: One (1)
4. Preparation Instructions: Prepare as shown in Figure 7.
5. Submission:
 - a. CIC will submit to Regimental Athletic officer after every intramural session including playoffs in hard copy or electronically.
 - b. Regimental Athletic Officers will submit absentee report to the Brigade Athletic Officer and all company TAC's, through the BN Athletic Officers, via email NLT 2300 hours on the day of the contest.
 - c. The Assistant BAO will screen all reports for deficiencies, consolidate them and forward them to the DPE Intramural Officer NLT 0715 hours the following day with a report of actions taken to correct the deficiencies.

FIGURE 7.

REGIMENTAL ABSENTEE REPORT

REGT: 1st

DATE: 21 Sep 99

SPORT: Cross-Country

CO	NAME	STATUS	REASON
A1	All present		
B1	Jones, Ben	UA	AI
C1	Starr, Janice	AA	Neck profile
	Brave, John	UA	Club Sport try out
D1	A11 present		
E1	A11 present		
F1	A11 present		
G1	All present		
H1	Porter, Greg	UA	TAC Appointment

JOE SMITH
CDT LT, 00
1st REGT CIC

SAM JONES
CDT CPT, 00
1st REGT ATHLETIC OFFICER

AA: authorized absence
UA: unauthorized absence
AL: authorized arrival late
UL: unauthorized arrival late
AD: authorized depart early
UD: unauthorized depart early

Appendix 8 (Intramural Injury Screening) to Annex A (Reports)

1. Prepared by: Individual cadet.
2. Number of Copies Required: One (1)
3. Preparation Instructions: See example, Figures 8A & 8B.
4. Submission: Due prior to cadet competing in boxing (to include sparring), football, rugby, or wrestling.

FIGURE 8A.

INJURY SCREENING FORM

Instructions- Fill in every blank line with information requested. If you have any condition that might be a source of concern or may be aggravated by your participation in this activity, indicate below.

Print Last Name, First Name, M.I.

NAME: _____ **CO:** _____ **YR:** _____ **SECTION** _____

Personal Data: Height _____ Weight _____ SSN _____

ACTIVITY: IM _____ PE _____ **BRIGADE** _____

SPORT: FOOTBALL___ RUGBY___ BOXING___ WRESTLING___

FOR BOXING ONLY:

Have you completed Plebe Boxing? _____ If so, what grade did you get? _____

Did you require a waiver for vision to be admitted to USMA? _____

If so, why? _____

FOR ALL SPORTS:

Have you ever been knocked unconscious? _____

Do you have, or have you had any injuries to the following areas?

	Yes	No		Yes	No
1. Head	_____	_____	11. Wrist	_____	_____
2. Nose	_____	_____	12. Hand	_____	_____
3. Facial Bones	_____	_____	13. Arm	_____	_____
4. Jaw or Teeth	_____	_____	14. Knee	_____	_____
5. Neck	_____	_____	15. Ankle	_____	_____
6. Back	_____	_____	16. Foot	_____	_____
7. Elbow	_____	_____	17. Leg	_____	_____
8. Shoulder (dislocate/sublux)	_____	_____	18. Kidney/ Spleen	_____	_____
9. Headache	_____	_____	19. Memory Loss	_____	_____
10. Dizziness	_____	_____	20. Numbness in body part	_____	_____

If you answered "yes" to any of the above items please provide the details of the incident on the back of this sheet.

I understand that under the provisions of 5 USC 552a, The Privacy Act of 1974, that USMA is prohibited from releasing information contained in my personnel file to agencies or individuals outside the U.S. Government without my consent. I also understand that I am under no obligation to authorize USMA to release such information for whatever purpose it deems appropriate or necessary; and should I withhold such authorization, the information will not be released to private third parties and no consequences of any kind will result.

SIGNATURE _____ **DATE** _____

Intramural Injury Report

Tasking: The Assistant Brigade Athletic Officer is responsible for providing the following information to both the Competitive Sports and Sports Medicine Offices in DPE at the conclusion of each Intramural season.

Intramural Sport	Total Number	Number of Men	Number of Women	Number of Practices	Number of Contests	Total Number of Male Absences	Total Number of Female Absences
Basketball							
Football							
Volleyball							
Orienteering							
Wrestling							
Boxing							
Soccer							
Sandhurst							
Pass & Go							
Rugby							
Cross country							

Appendix 9 (Athletic Participation Record Report) Annex A (Reports)

1. Prepared by: Brigade/Regimental Athletic Officers

2. Number of Copies Required:

3. Preparation Instructions: See below.

a. The Regimental Athletic Officer (RAO) is responsible for submitting the Regimental Championship Teams for each sport at the end of every intramural round. Additionally, at the end of the Spring round RAO's will submit a list of Company Annual MVP's. (Lists are by name, company, SSN, and class. Each company must select one male and one female MVP for the company of the year.)

b. The Brigade Athletic Officer is responsible for submitting the following data at the end of every intramural round: Brigade Championship Teams (by name, coach listed and identified first, all other members alphabetically in class order with SSN's), Brigade Runners-up (coaches name only), and any Brigade Open Champions/Runners-up (by name, company, SSN, class, Winter and Spring rounds).

c. **All by name lists will include name, company, class, and SSN.**

4. Submission: Due two days after the Sport Brigade Championship. All reports are submitted via email.

Appendix 10 (Bankers Trophy-Point Report) to Annex A (Reports)

1. Prepared by: Regimental Athletic Officer
2. Number of Copies Required: One
3. Preparation Instructions: Report is submitted electronically and verified with hard copy. See example, Figure 10.
 - a. Report includes the following columns: company, current round sports (listed alphabetically), sum of points for all previous rounds, total points (current plus all previous rounds), and place.
 - b. All point totals are rounded to the nearest hundredth decimal place.
 - c. List team standings in parenthesis immediately before the current round's sport points.
4. Submission: Due two days after the Sport Brigade Championship.

ANNEX B (Sandhurst Agreement)



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES MILITARY ACADEMY
West Point, New York 10996

MACC-P

16 June 1998

MEMORANDUM FOR RECORD

SUBJECT: Sandhurst Memorandum of Agreement

1. Reference planning session, 15 June 1998:
 - a. Sandhurst will be considered an Intramural sport.
 - b. DPE will award Intramural credit to the 11 cadets in each company who participate in the Sandhurst training sessions during the Spring Intramural Season.
 - c. The Sandhurst BDE CIC (1), BDE CSM (1), REGT CIC's (4), and BN CIC's (8) will receive Intramural credit. These cadets will receive AP points based on their performance as CIC's.
 - d. Cadets who are on the 11-person squad during the training sessions, and are unable to compete due to injury, will receive baseline API points.
 - e. The 60 plus support personnel will not receive Intramural credit or AP points. They must meet the minimum baseline requirement of 1 Intramural per academic year.
 - f. DMI will provide the final Sandhurst Standing s to DPE for input into the AP program NLT one week after the competition.
2. The changes reflected in this document will be published in USCC Circ 28-1 (Competitive Sports) and USCC 350-19 (Sandhurst Competition).
3. DPE POC is Dr. Butler (x4638) and DMI POC is CPT Trevis (x4304).

//s//

GREGORY K. WADE
Colonel, Infantry
Director, Department of Military Instruction

//s//

MAUREEN K. LEBOEUF
Colonel, Professor, USMA
Director, Department of Physical Education

SECTION XII

GENERAL INFORMATION

GOALS OF THE COMPETITIVE CLUB PROGRAM

The purpose of the Competitive Sports Program is to contribute to the Academy's outcome and process goals.

Outcome Goals - As a result of participation in competitive sports, cadets will:

1. Exhibit those personal qualities deemed indispensable for 'Leaders of Character.'
2. Demonstrate fair play and sportsmanship.
3. Sustain a level of physical fitness commensurate with the expectations of a military lifestyle.
4. Demonstrate sport skills that enable them to compete to their highest level of ability.
5. Develop a knowledge and appreciation for competitive sport.
6. Demonstrate effective teamwork and social interaction needed to attain team success.

Process Goals -

1. Provide challenging competitive sport experiences designed to promote personal growth and moral-ethical decision making ability.
2. Provide cadets with opportunities to serve in realistic, meaningful leadership roles.
3. Provide a safe environment and appropriate resources that facilitate effective program delivery.

SECTION XIII

ORGANIZATION AND ADMINISTRATION

Department of Physical Education

The Department of Physical Education is the Sponsoring Agency and as such has "Operational Control" of all Competitive Club Teams. Primary staff responsibility lies with the Competitive Sports Office. Military and/or civilian volunteers serve as Officers-in-Charge of the clubs. They provide the leadership, coaching, rule expertise, and ensure safety.

DPE Responsibilities

- Operational Control of Competitive Club Teams.
- Selection and Oversight of Officers-in-Charge
- Approve/Disapprove competition requests. Recommend exceptions to the Academy Schedule and to USCC scheduled activities in coordination with DCA and the Office of the Dean.
- Monitor use of academic time (ensure compliance with the academy schedule)
- Ensure proper medical coverage and provide guidance to OIC's regarding technical and risk management policies.
- Approve team rosters and coordinate athletic participation between Intramurals and Competitive Club Teams.
- Recommend authorizations to Commandant
- Coordination and scheduling of facilities for practices and competition.
- Recommend approval/disapproval of Competitive Club Teams budgets.

DCA Responsibilities

- Provide administrative and financial support for Competitive Club Teams.
- Maintain Intramural Authorization rosters **as approved by DPE.**

USCC Cir 28-1

- Provide DPE & OIC's with weekly Intramural Authorization rosters.
- Budget formulation and reconciliation
- In coordination with DPE and the Dean recommend approval or disapproval to requests for exceptions to the Academy Schedule.



USCC Cir 28-1

DEPARTMENT OF THE ARMY
UNITED STATES MILITARY ACADEMY
West Point, New York 10996

REPLY TO
ATTENTION OF

MACC-P

19 August 1998

DPE POLICY MEMORANDUM #43

SUBJECT: Selection of Competitive Club Team Officer's-in-Charge

1. The Department of Physical Education selects the Officer-in-Charge of the Competitive Club Teams using the following criterion:
 - a. Ascension. First priority is given to the previous year's OIC and then to the Assistant OIC of the Competitive Club Team.
 - b. DPE selection. Prospective OIC's will interview with the Competitive Sports Office, DPE to determine selection.
 - c. OIC's must agree to participate in the yearly American Sport Education Program's coaching course offered by DPE.
2. The OIC's will receive official notification of selection to the Competitive Club prior to the beginning of the Academic year. A list of approved OIC's will be sent to DCA for posting.

O/S
MAUREEN K. LeBOEUF
Colonel, Professor, USMA
Director, Dept. of Physical Education

Facility Scheduling Policy

Priority of Use

Facilities will be reserved according to the following priorities:

1. First Priority - Cadet use
 - a. DPE Instruction, Testing, and Intramurals.
 - b. In-Season - ODIA practices and competitions.
 - c. In-Season - Competitive Club Team practices and competitions.
 - d. Off-Season - ODIA activities.
 - e. Off-Season - Competitive Club activities.
2. Second Priority - Active duty activities
 - a. CRD sponsored active duty unit activities.
 - b. Post unit sponsored activities.
 - c. CRD sponsored Dependent recreation and Youth Activities.
3. Third Priority - Outside agencies approved by the Chief of Staff, USMA. (i.e. O'Neil High School, West Point Swim Club)

Procedure for Reserving Facilities

1. Officers-in-charge will send their requests for competition and practice facilities utilizing the Competitive Club Team Event Request Form, to the DPE Competitive Clubs Officer, Arvin Gym. All requests should be received NLT 30 days prior to the event. Facility reservations can be confirmed through the DPE Facilities Scheduling Officer (#7739).
2. Outside organization's requests will be staffed IAW USMA REG 210-6 to the Chief of Staff, USMA.

SECTION XIV

AUTHORIZATIONS

Intramural Requirement for Clubs

All Competitive Club Teams are excused from participating in Intramurals. The remaining clubs (non-competitive) are required to participate in at least one of the two Intramural seasons. Additionally, non-rostered cadets (cadets that participate but do not receive Intramural credit) are required to participate in one of two Intramural seasons. **Only cadets who appear on the DCA Computer roster receive an intramural authorization.** A cadet who is receiving an authorization (intramural and/or drill) for a particular competitive club may not compete on an intramural team during the same season.

Authorization Philosophy

At the beginning of each competitive season each Officer-in-Charge will select a team that equals their authorized team strength (the number of cadets receiving Intramural Authorizations). These cadets are excused from Intramurals during their designated seasons in order to practice with their particular competitive club. Authorizations may not be divided up. For example, if 15 cadets are authorized to miss Intramurals during Fall and Winter, the same 15 cadets are excused from both seasons. Any changes to the rosters must be approved by the Competitive Sports Office. **Likewise, intramural and drill authorizations cannot be divided up among different cadets.**

Team Rosters

Additions – Team OIC's will be granted access to the Competitive Sports web site used to track Intramural and Athletic Participation at http://apps/dpe/intr_mgr/logon.cfm. OICs are required to fill out their team rosters and maintain these rosters throughout the year. Rosters must be locked in at the same time as the Intramural season that coincides with the Club Team's primary competitive season. This date will coincide with the first record contest for the Intramural season. Rosters will be verified and "locked in" by the Competitive Clubs Officer at that time. No changes will be made after that time without the Competitive Sports Office's approval. DPE will forward any decisions to DCA for posting.

Deletions - OIC's will submit the name of the cadet they wish to drop from the club roster to the Competitive Club Officer in DPE. DPE will notify DCA of this change to the roster. Cadets who are dropped must then participate in an Intramural Sport to fulfill their baseline requirement.

End of Season

Intramural and Drill authorizations end two days after the last competition. Cadets who received a drill authorization are then required to drill.

**LOCATING AUTHORIZATIONS ON THE
ACADEMY COMPUTER SYSTEM**

Authorizations for your activities are posted in the Exchange Mail Folders

- PUBLIC FOLDERS
- ALL PUBLIC FOLDERS
- USMA
- INFORMATION SERVICES
- USCC INFORMATION
- DCA
- EXTRACURRICULAR ACTIVITIES
- AUTHORIZATIONS

Additionally, team rosters for your activities can be found at

http://apps/dpe/intr_mgr/logon.cfm

SECTION XV

ACCOUNTABILITY AT PRACTICE

Place of Duty

Cadets listed on the Club Roster are required to be at their practice site from 1610-1800 HRS, Monday through Thursday. **This is their place of duty.** Officers-in-Charge may hold practice on Fridays. Only cadets who are listed on the Club Roster are tracked for accountability purposes. Tier 2 Clubs who are participating in IM are tracked for accountability by the CIC of that particular IM.

Cadet-in-Charge Responsibilities

The C-I-C of each competitive team is responsible for accountability at daily practice and for submitting the weekly attendance reports to the Assistant Brigade Athletic Officer. **This duty may not be delegated to other team members.**

Season

Attendance should be taken at every practice and record contest for all rostered athletes (those receiving Intramural authorizations). Attendance should be taken during the CCT period that the team receives its CCT authorizations.

Procedures

Each Monday OIC's will receive a team roster from DCA via E-mail. The OIC must check this roster for accuracy and then forward it to the CIC NLT 1200 hours on Monday for practice that afternoon. The CIC will take daily attendance at practice Monday-Thursday. This weekly attendance roster will then be submitted by the CIC to the Assistant Brigade Athletic Officer. The Assistant Brigade Athletic Officer will consolidate all rosters and submit them to the Competitive Sports Office.

CIC'S MUST SUBMIT THIS ROSTER TO THE ASSISTANT BRIGADE ATHLETIC OFFICER AT THE END OF EACH WEEK (FRIDAY) NLT 1300 HRS. DPE will then consolidate and report all absences and late arrivals to USCC.

SECTION XVI

RESPONSIBILITIES

Officer-in-Charge

- 1. Competitive Club Team OIC's are responsible for providing DPE with the Athletic Participation (AP) information at the end of the competitive season.**
2. Submit all competition requests via E-mail to DPE NLT two months prior to the event. Only the standardized request forms that DPE provides on the computer will be accepted. CLUB EVENT REQUEST FORM IS LOCATED AT <http://www-internal.dpe.usma.edu>. Click on Competitive Sports. In addition, DPE competitive sports office will send updated Event Requests to the club OIC's at the beginning and end of the academic year.
3. Schedule all competition and practice facilities with the DPE Scheduling Officer (phone number x 7739) NLT two months prior to the event.
4. Requests for labor support from DPE (tables, chairs, mats, fields lined, etc.), must be initiated NLT two weeks prior to the event. POC is the Facilities, Operations, and Planning Office, DPE at x7738 or 7739.
5. Submit team roster (only cadets receiving authorizations) to DPE two weeks prior to the start of the season.
6. Verify the accuracy of your club's weekly attendance roster that you receive each Monday from DCA via E-mail. Forward it via E-mail to your CIC NLT 1200 hours each Monday.
7. Submit a hard copy of the names of those cadets who have earned the club patch to DPE for approval via E-mail. DPE will act on these requests and send the approval back to the OIC. The patches can then be picked up at the DCA storeroom, Bldg. 720. The DCA Storeroom will only accept a hard copy signature.
8. Submit After Action Report "AAR" within 24 hours after completion of event. Form is located at "Extracurricular Club Info, Form AAR". The AAR should provide details of the competition to include any outstanding cadet players.

Cadet-in-Charge

1. Responsible for taking daily attendance at practice and submitting the current week's attendance roster to the Assistant Brigade Athletic Officer each Friday NLT 1300 hours.
- 2. Responsible for informing those cadets who practice with the Club and who are not receiving an IM authorization that they must participate in intramurals.**
3. Responsible to report competition scores to the Assistant Brigade Athletic Officer immediately upon return from the trip section.

SECTION XVII

COMPETITION REQUESTS

The Department of Physical Education is the Sponsoring agency for Competitive Club Teams.

Routing Procedures

Officers-in-Charge must submit the following requests through the Competitive Sports Office, DPE:

1. Competition requests both home and away. (See Figure 1)
2. Team rosters-two weeks prior to the start of the season.
3. Practice or competition facility requests (submit to the Facilities Scheduling Officer through DPE).
4. Requests for changes to AP, Intramural, Drill, or any other special authorizations.

All requests for competition with other colleges, private clubs, or "open style competitions" must be submitted to the Department of Physical Education. In addition, any club requesting to travel for any other reason (i.e. practice, etc.) must also submit this request to DPE. Once DPE has acted on a request, it will be forwarded to DCA.

Format for Requests

All requests must be submitted via E-mail to the Competitive Club Officer, DPE. All requests must be complete and in the approved format (Competitive Club Team Event Request) which is provided in template form by DPE on the DPE internal web site. See section XVI (2) for address.

Competition Request Changes

Changes to previously approved competitions will be resubmitted to DPE using the "Team Event Request" found at <http://www-internal.dpe.usma.edu>.

Facilities Scheduling

Officers-in-Charge should list their order of preference for desired facilities on the "Event Request" form. DPE will tentatively schedule a facility, if available. Officers-in-Charge are responsible for final scheduling of facilities. They must contact the DPE Facilities Scheduling Officer and schedule their facility for home competitions two months in advance of the event and make final coordination NLT 10 days prior to the event.

SECTION XVIII

AWARDS

1. Request for club patches are prepared by the Officer-in-Charge of the club. Only requests from the OIC will be processed.

a. Two copies are required. Submit one copy to the Director, Cadet Activities and one copy to DPE, Competitive Sports Coordinator.

b. Prepare the memorandum as per figure 2.

2. CLUB PATCH: Only Cadets who have met the club participation requirements are eligible to receive the Club Patch. Club OIC's will designate the minimum participation requirement to obtain the club patch.

3. Members of competitive sports are authorized to wear the Gold Navy Star, the Silver Air Force Star, and the Gold RMC Maple Leaf to denote competitive team or individual competitive victory over the Naval Academy, the Air Force Academy and the RMC respectively. Additional awards will be made to denote subsequent victories.

a. Officer-in-Charge submits requests for these awards to DPE for confirmation and approval. DPE will forward requests to DCA for issue (Bldg 720, DCA storeroom).

b. All competitive club teams (those that receive Intramural authorizations) are authorized to wear the above mentioned Awards.

FIGURE 2.

MEMORANDUM THRU: DPE, Competitive Club Officer

FOR: Director, Cadet Activities

SUBJECT: Award of Water Polo Club Team Patches

1. References:

- a. USCC Reg 28-1, Regulations for Extracurricular Activities, Aug 97.
- b. USCC CIR 28-1, Competitive Sports.

2. The following cadets have earned the Water Polo Club Team Patch:

CO	Class	NAME	SSAN
A1	00	Doe, John	000-00-0000
B2	00	Smitch, Fred	000-00-0000
C3	02	Jones, Tom	000-00-0000
D4	03	White, Henry	000-00-0000

3. I request the issue of one patch from the DCA storeroom to award to these cadets. These Cadets are receiving the award for the first time.

4. The point of contact is the undersigned at 938-0000.

I. M. Smart
LTC, IN
OIC, Water Polo Club

Athletic Participation (AP)

1. **Purpose.** The purpose of Athletic Participation (AP) is to ensure all cadets are meeting the baseline of participation in sports and physical activity.
6. **Scoring.** Cadets meeting baseline requirements will receive all twenty-five (25) percentage points of AP towards their Physical Program Score Yearly (PPSY). All four classes receive the same amount of AP points towards the PPSY. The rest of the PPSY is tabulated by their Physical Education Grade (PEG) and Testing (APFT), when applicable. The breakdown per class is shown below.

1st / 2nd Class – 50% Coursework + 25% Testing (2 APFT's) + 25% AP

3rd / 4th Class – 75% Coursework + 25% AP

Baseline requirements for AP in Competitive Sports

Corps Squad athletes must be on a roster approved by ODIA for the entire academic year. If a cadet is cut from a team or ends his or her participation, that cadet must meet the baseline requirements through participation in Competitive Clubs or Intramurals.

Competitive Club athletes must be on a roster approved by DCA and be receiving “Intramural Authorizations.” If the cadet is not on an approved roster, even though he or she participated in the practices, that cadet must participate in one round of intramurals.

Intramural athletes must participate in one round of intramurals. Participation in a second round of intramurals is voluntary.

*Not fulfilling a BASELINE REQUIREMENT will result in an **automatic grade of “F”** with zero percentage points of the 25% towards the PPSY.

SECTION XIX

SPECIFIC CLUB AUTHORIZATIONS

COMPETITIVE CLUBS RECEIVING INTRAMURAL AUTHORIZATION

Sport	#
1. Boxing	18
2. Crew	89
3. Cycling	18
4. Equestrian	15
5. Fencing	24
6. Judo	14
7. Lacrosse (Women)	26
8. Marathon	20
9. Martial Arts	12
10. Mountaineering	30
11. Orienteering	20
12. Powerlifting	20
13. Rugby	68
14. Sailing	10
15. Ski (Alpine)	15
16. Ski (Nordic)	15
17. Sport Parachute	32
18. Team Handball (Men)	26
19. Team Handball (Women)	26
20. Triathlon	20
21. Volleyball (Men)	16
22. Water Polo	20

(#) Indicates number of Intramural Authorizations

COMPETITIVE CLUBS RECEIVING CCT AUTHORIZATIONS

Sport	Season	#
1. Boxing	Spring	18
2. Crew	Fall/ Spring	89/89
3. Cycling	Spring	18
4. Equestrian	Fall	15
5. Fencing	Fall	24
6. Judo	Spring	14
7. Lacrosse (Women)	Spring	26
8. Marathon	Fall	20
9. Martial Arts	Spring	12
10. Mountaineering	Fall	30
11. Orienteering	Fall	20
12. Powerlifting	Spring	20
13. Rugby	Fall/ Spring	68/34
14. Sailing	Fall	10
15. Ski (Alpine)	Spring	15
16. Ski (Nordic)	Spring	15
17. Sport Parachute	Fall/ Spring	32/32
18. Team Handball (Men)	Spring	26
19. Team Handball (Women)	Spring	26
20. Triathlon	Spring	20
21. Volleyball (Men)	Spring	16
22. Water Polo	Fall/Spring	20/20

(#) Indicates number of Intramural Authorizations

(Sample) All clubs must complete an Activity Risk Assessment Form in their SOP

Activity Risk Assessment Form

Name of Activity: **CREW**

Date: **12 APR 99**

Risk Identification	Reduction Strategies
Drowning	Life preservers on non-swimmers Shell only operates in proximity of safety launch Understanding of rescue procedures for individual, shell and safety boats Mandatory attendance at safety brief prior to water-training
Hypothermia (loss of body temperature)	Conduct assessment of water/weather conditions prior to water training Awareness of symptoms by all crew members Mandatory attendance at safety brief prior to water-training
Heat exhaustion / Heat stroke	Awareness of symptoms by all crew members Individual brings full water bottle on shell Individuals wear authorized headgear Wear sun-block / lotion as needed Mandatory attendance at safety brief prior to water-training
Ejection from boat	To prevent: layback, allow oar to pass overhead, resume stroke On ejection – remain underwater until boat passes. Tread water while shell or launch executes recovery
Injury due to broken or unsecured equipment	Equipment checks prior to launching. Rowers physically check tightness of their rigging bolts and nuts, and functionality of sliding seat.
Injury due to shell collisions	Situational awareness by cox'n Launch should identify which crews have inside or outside lanes and advise cox'n / oncoming crews Rowers maintain proper posture, with hands and arms inside shell. All understand procedures for capsized or swamped boat, be prepared to execute on cox'n command
Injury at docking / launching	Only appropriate personnel on dock

	<p>Rowers attentive to cox'n instructions If possible have assistance on dock for push-off or catching incoming shells Cox'n pay attention to water, wind, and speed of approach</p>
Muscle injuries	<p>Conditioning prior to season Proper stretching and cool down</p>
Blisters	<p>Relaxed grip Proper Technique Appropriate First Aid to prevent infection</p>

SECTION XX**DCA POINTS OF CONTACT**

DPE provides this information to new Officers-in-Charge to assist them in their initial contact with DCA. These areas fall under the purview of the Director of Cadet Activities.

<u>NAME</u>	<u>POSITION</u>	<u>PHONE</u>
Shirley Roberts	Extracurricular Activities	2402
Al Cochran	Resource Manager	2228
Roger Hassler	Procurement	7004/2228
Ms. Knight	Transportation	7576
Wendy Philips	Business Office	2242/7703/7002
Mr. Conklin	DCA Storeroom	4403/7987